



Performance Measurement Worksheet (Output Example)

Output--specify a count of the amount of service participants or volunteers have completed, but do not provide information on benefits or other changes in the lives of participants and/or beneficiaries.

Intermediate-outcome--specify a change that has occurred in the lives of beneficiaries and/or participants, but is still short of a significant, lasting benefit to them.

End-outcome--specify a change that has occurred in the lives of beneficiaries and/or participants that is significant and lasting.

Category (Select one and put the performance measure number in the box)

Number (Select One)

<input type="checkbox"/> NEEDS AND SERVICE ACTIVITIES <input checked="" type="checkbox"/> MEMBER DEVELOPMENT <input type="checkbox"/> STRENGTHENING COMMUNITIES		<input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3
Creating Performance Measures	EXAMPLE: OUTPUT	
1. Identify the result you expect to achieve and label as output, intermediate outcome or end outcome.	OUTPUT: Twenty members will participate in a two-day training and bi-monthly workshop to develop tutoring techniques in reading/literacy. <i>Possible indicators: Attendance, participation.</i>	
2. Describe how you will achieve this result.	Twenty members will participate in an intense two-day training, for a total of 14 hours, in reading/literacy tutoring techniques in October of 2003, prior to beginning their work with children. During their service, members will also participate in four-hour bi-monthly workshops on different topics related to education and working with children ages 6-12 (e.g., learning styles and reading tutoring techniques). Training will be facilitated by a Westport Elementary teacher with ten years experience, and take place at Westport Elementary on two Saturdays each month from November 2003 through April 2004.	
3. What data and instruments will you use to measure the results?	Workshop Attendance Sheet Training Attendance Sheet Certificate of completion.	
4. What are the targets that you expect to meet on this performance measure during the three-year grant period?	Year 1: Eighteen members will complete at least 30 hours of training. Year 2: Nineteen members will complete at least 30 hours of training. Year 3: Twenty members will complete at least 30 hours of training.	
5. Restate the complete performance measure by combining steps 1 and 4 above. This is your performance measure .	OUTPUT: Eighteen members will receive a minimum 30 hours of training in reading/literacy tutoring techniques from an experienced elementary school teacher (a two-day initiation training before working with children and bi-monthly workshops during the first six months of their services) to improve their tutoring abilities.	
6. If you have data for this performance measure from prior years , report it here.	No data are available from previous years.	

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Performance Measurement Worksheet (Intermediate Outcome Example)

Output--specify a count of the amount of service participants or volunteers have completed, but do not provide information on benefits or other changes in the lives of participants and/or beneficiaries.

Intermediate-outcome--specify a change that has occurred in the lives of beneficiaries and/or participants, but is still short of a significant, lasting benefit to them.

End-outcome--specify a change that has occurred in the lives of beneficiaries and/or participants that is significant and lasting.

Category (Select one and put the performance measure number in the box)

Number (Select One)

<input type="checkbox"/> NEEDS AND SERVICE ACTIVITIES <input checked="" type="checkbox"/> MEMBER DEVELOPMENT <input type="checkbox"/> STRENGTHENING COMMUNITIES		<input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3
Creating Performance Measures	EXAMPLE	
1. Identify the result you expect to achieve and label as output, intermediate outcome or end outcome.	INTERMEDIATE-OUTCOME: Members will gain knowledge, skills, and confidence in their tutoring abilities in reading/literacy. <i>Possible indicators: scores/responses on post survey questions regarding knowledge, skills, or confidence in teaching ability</i>	
2. Describe how you will achieve this result.	Twenty members will participate in an intense two-day training, for a total of 14 hours, in reading/literacy tutoring techniques in October of 2003, prior to beginning their work with children. During their service, members will also participate in four-hour bi-monthly workshops on different topics related to education and working with children ages 6-12 (e.g., learning styles and reading tutoring techniques). Training will be facilitated by a Westport Elementary teacher with ten years experience, and take place at Westport Elementary on two Saturdays each month from November 2003 through April 2004.	
3. What data and instruments will you use to measure the results?	Pre-post Survey of Members to be completed in October 2003, January 2004, and May 2004	
4. What are the targets that you expect to meet on this performance measure during the three-year grant period?	Year 1: 80% of the members will demonstrate increased knowledge and confidence in their teaching skills. Year 2: 85% of the members will demonstrate increased knowledge and confidence in their teaching skills. Year 3: 85% of the members will demonstrate increased knowledge and confidence in their teaching skills.	
5. Restate the complete performance measure by combining steps 1 and 4 above. This is your performance measure .	INTERMEDIATE-OUTCOME: At least 80% of the members will demonstrate a moderate or high increase in knowledge, skills, and confidence in their reading/literacy tutoring skills in at least 10 of 14 areas from the pre to the post survey(s).	
6. If you have data for this performance measure from prior years , report it here.	No data is available at this time; we are introducing this training this year.	



Performance Measurement Worksheet (End Outcome Example)

Output--specify a count of the amount of service participants or volunteers have completed, but do not provide information on benefits or other changes in the lives of participants and/or beneficiaries.

Intermediate-outcome--specify a change that has occurred in the lives of beneficiaries and/or participants, but is still short of a significant, lasting benefit to them.

End-outcome--specify a change that has occurred in the lives of beneficiaries and/or participants that is significant and lasting.

Category (Select one and put the performance measure number in the box)

Number (Select One)

<input type="checkbox"/> NEEDS AND SERVICE ACTIVITIES <input checked="" type="checkbox"/> MEMBER DEVELOPMENT <input type="checkbox"/> STRENGTHENING COMMUNITIES		<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3
Creating Performance Measures	EXAMPLE:	
1. Identify the result you expect to achieve and label as output, intermediate outcome or end outcome.	END OUTCOME: Members will demonstrate quality tutoring abilities in reading and literacy that incorporate knowledge of learning styles and age-appropriate teaching techniques. <i>Possible indicators: teaching skills such as: knowledge of topics, adaptation of learning styles teaching techniques, patience, consistency, etc.</i>	
2. Describe how you will achieve this result.	By March of each school year, members will have participated in at least thirty hours of bi-monthly workshops on different topics related to education and working with children. They will have had six months of tutoring experience under the guidance of two elementary school teachers.	
3. What data and instruments will you use to measure the results?	Tutoring Skills Assessment to be completed by two teachers working with members at mid-year and the end of the year.	
4. What are the targets that you expect to meet on this indicator during the three-year grant period?	First year: 75% of the members will be rated "satisfactory" or higher on their assessments. Second year: 80% of the members will be rated "satisfactory" or higher on their assessments. Third year: 80% of the members will be rated "satisfactory" or higher on their assessments.	
5. Restate the complete performance measure by combining steps 1 and 3 above. This is your performance measure .	END OUTCOME: Seventy-five percent of members will demonstrate high quality reading/literacy tutoring skills, incorporating knowledge of learning styles and age-appropriate teaching techniques, by rating "satisfactory" or higher on the assessments.	
6. If you have data for this target from prior years , report it here.	No data are available at this time.	